

## A horizontal row of 26 black and white icons representing various Christmas symbols. The icons include: a bell, a candle, a snowman, a candelabra with three lit candles, a Christmas tree, a person sitting in a chair, a holly leaf, a square frame containing a snowflake, a person wearing a Santa hat, a decorated Christmas tree, a reindeer head, a six-pointed snowflake, a bell hanging from a branch, a sack filled with gifts, a person standing, a small house or cabin, a starburst, another snowman, a street lamp, a sleigh, another snowflake, a holly leaf, another snowflake, and a bell.

## INDOOR

- ## OUTDOOR

- ## CANDLES

- ## CHRISTMAS TREES

The best types of Christmas trees to have during the holiday season are white spruce, douglas fir, balsam fir, and scotch pine. These retain their shape, needles, and color longer than most others.

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- When tree needles are dried, throw it away because it is a potential fire hazard.
- Do not burn the tree in your fireplace.

## FIRE PREVENTION TIPS

Each year thousands of people die in fire related deaths and many more will die due to carelessness. This section will help explain ways to prevent fires, along with some helpful safety tips.

The first step to fire safety is to inspect your home for areas where fires may occur. These include: attics for newspaper buildup, furnace maintenance (oiled bearings and clean filters), garage for combustible material, kitchen for potential grease fires, fireplace/chimney for missing mortar (escaping smoke and fire) and creosote clogged flues, and overloaded electrical circuits.

## SMOKE DETECTORS

Most fires occur during sleeping hours, and many deaths and injuries are caused by smoke and gases. The safest warning method is to use smoke detectors.

One or more detectors must be correctly placed in a residence and they must be in good working condition.

- A battery operated smoke detector will operate for a year and will give you the best audible warning. You should test it biweekly to check that the battery is still good.
- It is important to select detectors that meet performance standards. Look at the package or label on the detector for the Underwriters laboratory (UL) seal/stamp or any recognized national testing laboratory.
- Place detectors close to where people sleep, so that the alarm will be heard. Do not place detectors in "dead" air pockets, (i.e. corners)
- Avoid putting detectors close to heating or air conditioning vents.
- Don't put a smoke detector in the kitchen, since grease, smoke, or cooking fumes may trigger false alarms.
- Always have a smoke detector or fire extinguisher handy.
- Make sure all exits are easy to reach. Do not block the exits with furniture or other objects.

## ESCAPE

In the event that a fire does occur, teach your family these tips on a safe way to escape:

Stay low - Smoke rises, so crawl on hands and knees if necessary.

Feel a door before you open it—If the knob or door panels are hot, leave it closed, DO NOT open it, escape by another door or window instead. Practice your escape before the real fire occurs—Fire drills are important in that they help to make certain that each member of your family knows the escape routes. Establish a meeting place outside the building so you will know everyone is safe.

## FIRE IN THE KITCHEN

Grease or food fires—If a pan with grease or food catches fire, cover the pan with a lid and turn off the burner. Or, if you have baking soda near by, use it to smother the fire.

Oven Fire- Close the oven door and turn off the stove. Open a window to get the smoke and fumes out.

Microwave fire—Keep the door closed and push the stop switch. Unplug it if possible.

Clothing fire—If your clothing catches on fire, stop, drop and roll to smother the flames if you cannot douse the fire in the sink. Do not try to run —this will cause flames to continue to burn.

Never use a barbecue grill inside your home.

**REMEMBER YOUR SAFETY-If you cannot quickly put the fire out, alert others, leave immediately and call the fire department from a neighbors phone.**

**E**nergy and Safety...get through the cold winter months by saving lives and energy! Take time now to review good heating habits. This will keep everyone safe and warm. Space heaters can help to save money and energy, especially when you and your family spend a lot of time in one room. Here are a few safety tips to make your evenings a little cozier.

## SPACE HEATERS NEED S - P - A - C - E !

- Children are often the victims of space heater burns or fires. Never leave children unattended or alone with a space heater.

- Read labels and follow instructions for installation and operation.

- Leave at least 36 inches of space between the heater, walls, papers, and people.

- Do not use a portable heater in a bedroom where bed coverings may fall on the heater while you sleep. Never use a space heater to dry out anything.

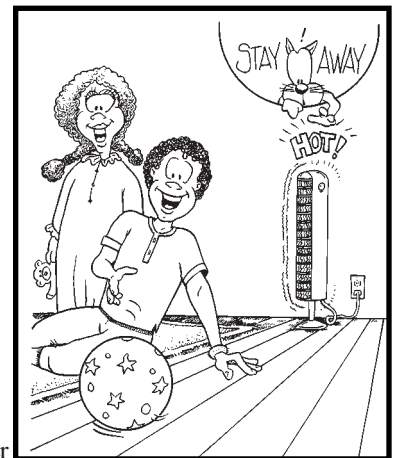
- Do not operate the heater in an unvented area (closed room) —it may cause overheating.

- Never use an extension cord with a space heater.

- Keep electrical space heaters away from water. This could result in electrocution.

- Do not use a kitchen stove to heat your home.

- Use only electrical heaters. Kerosene and charcoal heaters produce deadly fumes.



## WINTERIZING YOUR HOME



- Insulate your home. Reduce air leaks to keep heat in and cold out. Caulk and weatherstrip windows, or cover them with plastic.
- Store all gasoline powered equipment outdoors in a garage or shed.
- Drain all fuel from summer-time gasoline powered equipment if stored indoors. Label gas cans with type of fuel to avoid mixing oil/gas mixtures with gas only equipment. You can re-use the fuel in spring. Check for leaks. Gasoline fumes are heavier than air so they will sink. Pilot lights on gas furnaces and water heaters can ignite them.
- Keep pipes from freezing by wrapping them in layers of newspaper or using insulation made especially for water pipes. If you must thaw frozen pipes, **DO NOT USE A BLOW TORCH**. Try using a blow dryer or heat gun instead.
- Remove snow and ice from sidewalks and doorways. Outside fire escapes should be clear of snow and ice. Be sure all doors can be opened to their proper clearance. In a fire, there is no time to shovel snow or chop ice.
- Shovel out the nearest fire hydrant. The more time the fire department wastes hooking up the water, the longer your house will burn. Give firefighters some help by clearing the way to the neighborhood hydrant. The house you save may be your own.

## WHAT TO DO IF YOU SMELL GAS

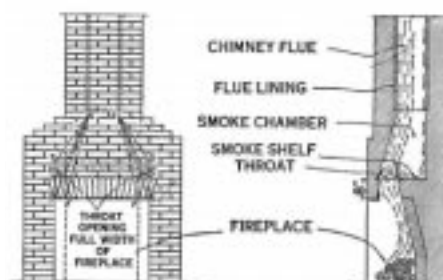
- Natural gas is heavier than air. Pilot lights on the bottom of water heaters and furnaces can cause ignition while out of sight.
- Find out where the odor is coming from. If valves on the range, heater, or gas appliances have been left open, close them.
- If the odor is strong, open the window. **DO NOT LIGHT MATCHES, OR SMOKE IN THIS AREA**. Evacuate the building and call the Gas Company.
- Leave the building if the leak cannot be found.
- Check pilot lights; relight them only if you know how and the odor of gas has gone away.
- If you know of anyone without any heat, you should call the gas or electric company to alert them to turn the utility back on. Nobody has to go without heat in the winter. Call the emergency fuel number at 265-7588.

## FIREPLACE/CHIMNEY TIPS

- Before preparing your fireplace, make sure the chimney, is clean of soot and debris. Check the chimney or flue for cracks.



- The average chimney needs sweeping every year. The flue needs to be cleaned periodically. Monthly inspections are a good idea.



- The best types of wood to use when preparing a fire include oak, hickory, or locust. These last longer and cause less of a smoke buildup.
- Green or recently cut wood burns slow and releases resins that build up in the chimney. This causes chimney fires. Dry out your wood, preferably for a year before burning it. It will burn better and cleaner.
- When building a fire, always make sure there are no flammable liquids around. Never use charcoal lighting fluid to get your fire started.
- A fire place screen or other enclosure should be used to contain sparks.
- Flame retardant rugs or mats help protect carpets from burns.
- Close the flue only after the fire is out to keep warm air from being sucked out the chimney.
- Keep all clothing, furniture, and drapes away from the fire. Do not dry out items in front of a fireplace. Use the dryer!





## HELPFUL NUMBERS TO KEEP HANDY

Police Department 765-2323 (Emergency only 911)  
Fire Department 276-5656  
Rescue Squad 347-2323

Wisconsin Electric 1-800-662-4797  
Wisconsin Gas 1-800-236-9874

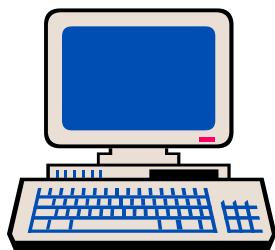
Dept. of Building Inspection 286-3646



**City of Milwaukee**  
**Department of**  
**Building Inspection**  
**841 N. Broadway, 10th flr**  
**Milwaukee, WI 43202**



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Visit the Building Inspection WEB  
site at

**<http://www.ci.mil.wi.us>**

for more fire and building safety  
information. We are listed under city  
departments.

## City of Milwaukee Building Inspection Numbers

286-3441 Admin Office General  
286-2514 Boilers  
286-2163 CDA  
286-3874 Code Enforcement-Fire  
286-2268 Code Enforcement-Mitchell  
286-2552 Computer Plumbing  
286-2557 Condemnation  
286-2513 Construction  
286-2532 Electrical  
286-3860 Enforcement  
286-8667 FAX Broadway  
286-3939 FAX Construction  
286-3386 FAX Mitchell  
286-2954 Landlord Training  
286-3443 Microfilm  
286-3646 Mitchell Recept.  
286-2507 Permit Desk  
286-3361 Plumbing  
286-5049 Property Management Training  
286-8569 Property Recording Program

## Other Helpful Numbers

273-2020 (CAP) Community Against Pushers  
289-6660 Adult Prot. Serv.<=59  
289-6874 Adult Prot. Serv.>=60  
289-6444 Child Prot. Serv.  
286-3393 City Records  
278-4128 Clerk of Court MKE Co.  
449-4777 Community Advocates AM  
449-8388 Community Advocates PM  
266-1231 Consumer Protection  
286-2449 Curb Setbacks  
264-5557 DAP NE  
462-7890 DAP NW  
643-1968 DAP S  
931-7300 DAP W  
286-5759 DCD Prop. Mgmt. Karen Taylor  
800-242-8511 Diggers Hotline  
278-5146 DILHR  
263-8500 DNR (Water Quality)  
286-3312 Driveway Permits  
265-7588 Emergency Fuel  
271-7335 Fire Proof Mattress Covers  
286-3674 Food & Measures  
800-462-9029 Flood Relief  
291-7000 Gas Leaks x7190  
286-8715 Graffiti Hotline  
286-3535 Health/Nuisance  
286-2413 House Number Rm 604 Maps/Plats  
286-5677 Housing Asst. (Middle Income)  
297-1029 HUD (MKE area Low Inc Housing List)  
765-0600 Legal Aid  
286-2364 Licensing  
272-6952 MKE Young Lawyers Assn.  
278-4000 Register of Deeds MKE Co.  
438-4844 Rent Abatement  
286-5668 Rent Assistance (No new Apps!)  
286-3318 Special Assessments DPW  
276-0764 Temp. Housing  
562-2345 TOOL LOAN L.A.N.D. (Central)  
643-4400 TOOL LOAN N.H.S. (South)  
442-8665 TOOL LOAN N.H.S. (North)  
800-47-drugs We Tip Hotline